

**To:** Kortuem, Patrice[Kortuem.Patrice@epa.gov]  
**From:** Vuong, Stephanie  
**Sent:** Wed 7/6/2016 9:39:58 PM  
**Subject:** FW: RA's briefing book for week of 7/11 - due NOON Thursday 7/7

Patrice,

The longer answer to your question... 1) Karen Hamilton is on leave this week & I need to sit with her and Phil to get our messaging sync'd, so I don't run into a similar snafu as last time. 2) I really want Betsy to push this meeting back because the pre-brief is 3 WEEKS before the meeting. I was hoping to have more information (e.g., other sr leader's RSVPs) prior to the briefing so I have a better idea on any "asks" we have of him. And, I'm not sure he'll remember the pre-briefing three weeks from now.

Stephanie

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Stephanie Vuong, Regional Planner

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**From:** Varcoe, Betsy  
**Sent:** Wednesday, July 06, 2016 12:57 PM  
**To:** Vuong, Stephanie <Vuong.Stephanie@epa.gov>  
**Subject:** RE: RA's briefing book for week of 7/11 - due NOON Thursday 7/7

I was looking at Aug 1 or 2 but Joan is on leave those days. July 25 at noon may be possible but I'm still waiting to hear about a trip for Shaun to ND which might start that day.

**From:** Vuong, Stephanie  
**Sent:** Wednesday, July 06, 2016 12:37 PM  
**To:** Varcoe, Betsy <[Varcoe.Betsy@epa.gov](mailto:Varcoe.Betsy@epa.gov)>  
**Subject:** RE: RA's briefing book for week of 7/11 - due NOON Thursday 7/7

Hi Betsy,

I will be sending my paper late. I can't meet with Phil & Karen until next Monday to discuss (Karen is on leave). I can send you the paper that afternoon.

Is there any chance of pushing this briefing out closer to 8/3?

Thanks,

Stephanie

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Stephanie Vuong, Regional Planner

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**From:** Varcoe, Betsy  
**Sent:** Wednesday, July 06, 2016 12:21 PM  
**To:** Sierra, Eddie <[Sierra.Eddie@epa.gov](mailto:Sierra.Eddie@epa.gov)>; Eustance, Barbra <[Eustance.Barbra@epa.gov](mailto:Eustance.Barbra@epa.gov)>;  
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**Subject:** RA's briefing book for week of 7/11 - due NOON Thursday 7/7

I'm looking for read-aheads for next week's meetings **by noon Thursday, 7/7,** or let me know if nothing is needed.

*These docs require approval by the ARA/DARA before submission to the RA.*

***PLEASE ALLOW ENOUGH TIME TO MEET THE RA OFFICE DEADLINE – noon Thursday.***

Tues 7/12	TMS	Lease Status Update
Tues 7/12	Vuong	Prebrief for 8/3 CO Water Supply Lean Project Report-Out
Tues 7/14	OPRA	Prep for 7/21 mtg with UDEQ
Thur 7/14	Faulk	S. Weber Technical Assistance Grant

**Betsy Varcoe**

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